



WEAKLEY COUNTY DEPARTMENT OF FINANCE

Shawn Francisco, Director of Finance

8319 Highway 22, Suite B

Dresden, TN 38225

E-Mail: shawn.francisco@wcsk12tn.net

www.weakleycountytn.gov

T: (731) 364-5429 F: (731) 364-3858

February 8, 2016

Gentlemen:

The Weakley County Department of Finance will be receiving bids for the purchase of the following items for the Weakley County Highway Department:

(1) Self-Propelled 4-Wheel Road Sweeper/Broom

Attached please find a copy of the minimum specifications required. If you are interested, your bid should be submitted in accordance with the attached instructions.

If you have any questions, please feel free to contact the undersigned.

Sincerely,

Shawn Francisco,
Director of Finance

Weakley County, Tennessee

Invitation to Bid

Bid # 2016- 15

The Weakley County, Tennessee Department of Finance will be accepting bids on the following purchase:

(1) Self-Propelled 4-Wheel Road Sweeper/Broom

Information can be obtained from the Department of Finance, 8319 Highway 22, Suite B, Dresden, TN 38225 between the hours of 8:00 A.M. and 4:00 P.M. or www.weakleycountyttn.gov

Bids will be accepted **until 10:00 A.M., February 22, 2016**. Bids should be sealed and marked on the outside of the envelope:

“SEALED BID # 2016 – 15 ROAD BROOM/SWEEPER”

The Weakley County Department of Finance is an Equal Opportunity Employer and does not discriminate based upon race, creed, national origin or gender.

Bids may be hand delivered or mailed to:

**Shawn Francisco
Director of Finance
Weakley County, Tennessee
8319 Highway 22, Suite B
Dresden, TN 38225**

Any questions concerning the bid should be made to Shawn Francisco - Director of Finance.

WEAKLEY COUNTY, TENNESSEE
BID SPECIFICATIONS
BID # 2016– 15

Bidder may bid on the items as specified below. All prices should be quoted FOB, and delivered to the Weakley County Highway Department – 608 County Maintenance Rd., Dresden, TN.

The Owner has a preference for equipment which may be identified by a particular brand or model number, but will consider other equipment which meets or exceeds the details of these specifications. Any deviations must be stated in writing by the Bidder at the time of bid submittal and shall include specific reasons as to why the deviation will render equivalent or better performance and reliability. Bidder should include any technical data sheets, brochures and/or statement that would be helpful in determining bid compliance with minimum specifications:

Delivery: Delivery is to be made between the hours of 8:00 a.m. and 4:30 p.m., Monday through Thursday.

Acceptance: Delivery does not mean acceptance. The equipment is subject to inspection to establish conformity to specifications prior to acceptance. Consideration will be given for delivery time, distance to servicing dealer, and parts availability.

The omission of any standard feature described herein shall not void the bidder's responsibility to furnish a complete assembly with all standard equipment of the manufacturer's latest model in current production and meet all standards set by OSHA and ANSI.

The bidder shall represent by his bid that all equipment to be furnished shall be new and unused.

The unit, as specified, shall be completely assembled and adjusted with all standard and optional equipment installed and ready for use upon delivery.

The following specifications are the minimum acceptable specifications and failure to comply may be used as basis for rejection of bid.

If the equipment differs from the provisions contained herein, these differences must be explained in writing.

General: It is the intent of these specifications to describe the trucks in sufficient detail to secure bids on comparable equipment. All parts not specifically mentioned which are necessary to provide a complete unit shall be included in the bid and shall conform in strength; quality of material and workmanship to what is usually provided the trade in general.

WARRANTY: Warranty to be described in detail. Option warranties to be priced separately.

The Bid specifications are a minimum. Any changes must be equal to or more than. Any variations must be noted and or explained on separate letterhead along with the signature of the representative. Please attach a copy of the warranty for the entire vehicle, giving location of nearest service and parts location. Also attach descriptive literature on vehicle proposed.

WEAKLEY COUNTY, TENNESSEE
BID SPECIFICATIONS
BID # 2016– 15

BID SPECIFICIATONS - New Self-Propelled 4-Wheel Road Sweeper/Broom

Certified Rollover Protection Cab

Power Steering

4 Wheel Hydraulic Brakes

Full gauge package including tachometer and hour meter

Radial tires with front and rear fenders

Hydrostatic Transmission

Minimum 70 HP engine

Turbo II Air Pre-cleaner with stack extension

Dust control sprinkler system with minimum 150 gallon water tank

Class A turn signals, headlamps and strobe light

Sound suppressed cab with a/c, heavy duty heater and defroster

Front and rear wipers/washers

West coast style rear view mirrors

Suspension type driver seat

8 ft. half poly half wire brush

Variable speed brush control

Operator, Parts, and Service Manuals to be included, preferably on disc or external drive.

**WEAKLEY COUNTY, TENNESSEE
BID SPECIFICATIONS
BID # 2016– 15**

Additional Specifications:

The specifications listed are considered base vehicles for this bid. The standard base vehicle may include items that are not included by the manufacturer on this standard base vehicle. When these items are included in the specifications, the bidder must include the cost for these items in the bid.

- 1) The Vehicle is to contain a minimum ½ tank of fuel upon delivery.
- 2) The successful bidder is to supply three (3) sets of keys per unit.
- 3) Pre-delivery checks according to manufacturer's standard requirements must be performed.
- 4) Invoice must include ignition/door key number(s)
- 5) No dealer decals/emblems may be attached to the vehicle.
- 6) The Vehicle must be clean inside and out. All presale/shipping protective coverings must be removed.

Bids will be reviewed and awarded on the basis on the lowest and best bid as determined by the Director of Finance.

Owner reserves the right to reject any and all bids.

No bidder may withdraw his bid within 60 days of the actual opening thereof. Bids will be accepted contingent upon funds approved by the Weakley County Commission.

Any questions concerning the bids should be directed to Shawn Francisco, Director of Finance or Charles Ross, Road Supervisor at 731.364.2284.

**WEAKLEY COUNTY, TENNESSEE
BID FORM
BID # 2016- 15**

BIDS WILL BE RECEIVED BY: **WEAKLEY COUNTY, TENNESSEE
DIRECTOR OF FINANCE
8319 HIGHWAY 22, SUITE B
DRESDEN, TN 38225**

UNTIL: **10:00 A.M., February 22, 2016**

ITEMS BID: **(1) Self-Propelled 4-Wheel Road Sweeper/Broom**

Having carefully examined the specifications for the above referenced equipment, the undersigned proposes to furnish the following item (s) as bid.

All bids must be submitted on the Bid Form, along with the Bidder's Certification and Bidder's Affidavit. Please attach an itemized factory generated specification sheet for each item bid submitted.

<u>Section I – Equipment</u>	<u>Qty</u>	<u>Unit Price</u>	<u>Total Price</u>
1. Self-Propelled 4-Wheel Road Sweeper/Broom	1	\$ _____	\$ _____

DELIVERY TIME: _____

SERVICING DEALER NAME & LOCATION: _____

COMMENTS/EXCEPTIONS: _____

BIDDER NAME: _____

ADDRESS: _____

DATE: _____

PHONE/FAX/E-Mail: _____

Signature & Title

BIDDER'S CERTIFICATION

The Director of Finance requests, as a matter of policy, that any consultant or firm receiving a contract or award resulting from this Request for Sealed Bid issued by the County of Weakley, Tennessee, shall make certification as below. Receipt of such certification, under oath, shall be a prerequisite to the award of contract and payment thereof.

I (we) hereby certify that if the contract is awarded to our firm, partnership or corporation that no members of the elected governing body of Weakley County or member of his or her immediate family, including spouse, parents or children or any person representing or purporting to represent any member or members of the elected governing body, has received or has been promised, directly or indirectly any financial benefit, by way of fee, commission, finder's fee, political contribution or any similar form of remuneration on account of the act of awarding and/or executing this contract under a Request for Proposal.

Handwritten Signature of Authorized Principal(s):

Name: _____

Title: _____

Name of Firm/Partnership/Corporation:

Date: _____

EXHIBIT D

BIDDER'S AFFIDAVIT NO. 1

TO: Director of Finance
Weakley County, Tennessee

Having examined the General Bid requirements and specifications, we hereby submit this bid or bids. We further propose that the prices are correct and accurate and will remain in effect for ____ days. If the proposal or bid is accepted, the prices will remain in effect until the merchandise is delivered and installed. In the event that subsequent orders are placed for items included in this bid, the price will remain in effect for ____ days from the date of bid opening.

Date: _____

Signed: _____

Company Address: _____

Phone: _____